



Nashik Municipal Smart City Development Corporation Ltd.

CIN: U93090MH2016SGC285193

Office: Loknete Panditrao Khaire Panchavati Divisional Office, 4th Floor, Makhamalabad Naka, Panchavati, Nashik – 422003.

E-mail: admin@nashiksmartcity.in, Tel: 0253-2518833

Subject :- Recruitment at Nashik Municipal Smart City Development Corporation Ltd. (NMSCDCL) Nashik

NMSCDCL invites application from eligible candidates for various posts on contract basis at consolidated pay or through deputation from ULB/Government Department. Qualification and experience requirements are depicted in the following table.

No	Name of the Post	Contract Period	Number of Current Vacancies					Essential Educational Qualification and Experience	Job Description	Consolidated Monthly Pay
			SC	ST	SEBC	UR	Total			
1	General Manager (IT)	11 Months (which can be extended upto 3 years Subject to yearly review as per HR Policy)				1	1	<ul style="list-style-type: none"> • Govt. Employee on Deputation or Retirement: Retired or Current Executive Engineer/ Superintending Engineer and above from State/Central Govt./ Semi Govt. in IT field shall be considered. • Education Qualification Other than Government Employee on Deputation / Retirement: Master's Degree or Bachelor's Degree or MCA or equivalent in Computer Science/ Electronics /IT or equivalent from a recognized university or institute. Additional Certification and/or MBA will be preferred • Experience: Minimum 10 years of relevant experience in strategizing, developing and implementing programs of digital solutions with at least 5 years of working/ supporting Gol /State Government/ ULB or similar institutional environment in end to end implementation of ICT centric e-governance/ Mission mode projects will be preferred. • Preference will be given to experience of city-wide / Nation-wide ICT project implementation and having deep understanding of ICT operation in a Smart city /Safe city/Command and control system/ city wide ICT infrastructure environment. 	<ul style="list-style-type: none"> • Provide overall leadership in formulating Knowledge Management strategy and plan for NMSCDCL • Develop tools and framework for identifying and documenting learnings from the project • Explore and build Knowledge partnerships with urban development think tanks and expert institutions across the globe • Represent NMSCDCL in knowledge sharing sessions and seminars in India and abroad • Develop a compendium of smart city projects and best practices that are successfully tested for the purpose of replication across Nashik and other cities in India • Provide leadership in design and implementation of e-Governance and ICT projects under NMSCDCL • Be primarily accountable to the CEO and the Board of NMSCDCL for all knowledge management activities and for implementation of e-Governance and ICT based projects • Engage with the project Management Consultant in defining the scope, project design and implementation plan for each e-Governance and ICT projects taken up by NMSCDCL • Understand the baseline service levels and connectivity landscape, assess the resource 	INR 1.5 lakhs

							<ul style="list-style-type: none"> • Good Knowledge of integration of various technologies and Applications in ICT domain from disparate sources with varying standards. • Excellent understanding of emerging technologies and frameworks like IoT, Big Data Analytics, Artificial Intelligence, Block Chain, Cyber Security etc. and developing innovative & smart urban solution based these technologies. • Extensive knowledge of Date/network security, Software applications in e-governance, Voice/ Video/ data domain • Additional Requirement: Good Communication Skills in English and Marathi • Global exposure and/or working in a smart city environment will be preferred • Proven experience/credit of implementation of at least one break-through idea in the ICT domain would be preferred 	<ul style="list-style-type: none"> requirements, from technical design consultants to contractors and developers for implementing e-Governance and ICT projects • Build and nurture relationship with the Nashik Municipal Corporation's leadership to influence policy and goal alignment, and to improve coordination for project implementation • Be a member of the sector specific Procurement Committees, and oversee hiring of project consultants and implementing agencies/ contractors for respective sector projects • Support other divisional heads in project implementation by reviewing technical design specifications and blueprints, and ensuring that specifications meet the sector specific objectives of the project • Ensure timely completion of implementation sub activities throughout the project lifecycle from design to construction review and lead corrective measures to address delays • Oversee the functioning of general consultants and project consultants • Review and approve the reports and other advisory documents prepared by Project Consultants • Receive and respond to feedback, ideas and concerns related to ICT and e-Governance service provisioning in Nashik from various stakeholders including general public • Manage Contractual relationship with domain consultants and implementing agencies involved in implementation of urban development projects • Review and approve periodic M&E reports • Function as the in-house ICT and IT expert to support other divisional heads in project implementation • All other works as prescribed by CEO 	
2	Dy.General Manager (IT)	11 Months (which can be extended Subject to yearly review as per			1	1	<ul style="list-style-type: none"> • Govt. Employee on Deputation or Retirement: Retired or Current Executive Engineer/ Superintending Engineer and above from State/Central Govt./ Semi Govt. shall be considered. • Education Qualification Other than Government Employee on deputation / Retirement: Master's Degree or Bachelor's Degree or MCA or equivalent in Computer Science/ Electronics /IT or equivalent 	<ul style="list-style-type: none"> • To assist General Manager (IT). • Provide overall leadership in formulating Knowledge Management strategy and plan for NMSCDCL • Develop tools and framework for identifying and documenting learnings from the project • Explore and build Knowledge partnerships with urban development think tanks and expert institutions across the globe • Represent NMSCDCL in knowledge sharing sessions and seminars in India and abroad 	INR 75,000/-

		HR Policy						<p>from a recognized university or institute. Additional Certification and/or MBA will be preferred</p> <ul style="list-style-type: none"> • Experience: Minimum 7 years of working experience in overall leadership in formulating Knowledge Management strategy and plan, • Preference will be given to experience of city-wide / Nation-wide ICT project implementation and having deep understanding of ICT operation in a Smart city /Safe city/Command and control system/ city wide ICT infrastructure environment. • Good Knowledge of integration of various technologies and Applications in ICT domain from disparate sources with varying standards. • Additional Requirement: Good Communication Skills in English and Marathi • Global exposure and/or working in a smart city environment will be preferred <p>Proven experience/credit of implementation of at least one break-through idea in the ICT domain would be preferred</p>	<ul style="list-style-type: none"> • Develop a compendium of smart city projects and best practices that are successfully tested for the purpose of replication across Nashik and other cities in India • Provide leadership in design and implementation of e-Governance and ICT projects under NMSCDCL • Be primarily accountable to GM (IT) for all knowledge management activities and for implementation of e-Governance and ICT based projects • Engage with the project Management Consultant in defining the scope, project design and implementation plan for each e-Governance and ICT projects taken up by NMSCDCL • Understand the baseline service levels and connectivity landscape, assess the resource requirements, from technical design consultants to contractors and developers for implementing e-Governance and ICT projects • Build and nurture relationship with the Nashik Municipal Corporation's leadership to influence policy and goal alignment, and to improve coordination for project implementation • Be a member of the sector specific Procurement Committees, and oversee hiring of project consultants and implementing agencies/ contractors for respective sector projects • Support other divisional heads in project implementation by reviewing technical design specifications and blueprints, and ensuring that specifications meet the sector specific objectives of the project • Ensure timely completion of implementation sub activities throughout the project lifecycle from design to construction review and lead corrective measures to address delays • Oversee the functioning of general consultants and project consultants • Review and approve the reports and other advisory documents prepared by Project Consultants 	
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									<ul style="list-style-type: none"> • Receive and respond to feedback, ideas and concerns related to ICT and e-Governance service provisioning in Nashik from various stakeholders including general public • Manage Contractual relationship with domain consultants and implementing agencies involved in implementation of urban development projects • Review and approve periodic M&E reports • Function as the in-house ICT and IT expert to support other divisional heads in project implementation All other works as prescribed by GM(IT) • All other works as prescribed by CEO 	
3	Dy.General Manager (Finance)	11 Months (which can be extended Subject to yearly review as per HR Policy)			1	1	<ul style="list-style-type: none"> • Govt. Employee on Deputation or Retirement: Retired/ Current Charge Grade B- Maharashtra Accounts and Finance Service would be preferred • Education Qualification Other than Government Employee on deputation/ Retirement: The candidate should be CA or ICWA (CMA) professional qualification • Experience: The candidate to have at least 5 years of experience in the finance function. • Practical experience in GST, TDS, PT, PF • Accounting tools, Financial and Statistical analysis software Tally, any ERP. • Additional Requirement: Good Communication Skills in English and Marathi 	<ul style="list-style-type: none"> • To Assist Chief Financial Officer on Finance aspect of the project and SPV • Assess and execute all PPP and CSR projects under NMSCDCL • Organize funding drives and workshops • Coordinate with Project consultants for project structuring and financial modeling • Strengthening of revenue administration, improving the credibility, control and transparency of fiscal and budget management • All other works as prescribed by CEO. 	INR 65,000/-	
4	Administrative Officer	11 Months (which can be extended Subject to yearly review as per HR Policy)			1	1	<ul style="list-style-type: none"> • Govt. Employee on Deputation or Retirement: Retired/ Current Charge Class -2 officer having experience in Administration. • Education Qualification Other than Government Employee on Deputation / Retirement: Must have MBA (Operations) / (HR) • Experience: Minimum 5 years experience in establishment / related matters in Government or organizations • Proficiency in IT • Additional Requirement: Good Communication Skills in English and Marathi 	<ul style="list-style-type: none"> • Liasoning with all the related stakeholders and authorities. • Handling routine office maintenance and management related activities, and follow-ups. • Documents / files/ letters management. • Circulating periodic information / alerts internally. • Assist in Organizing and managing events/ meetings. • Support day to day work, support in making Travel arrangements. • All other works as prescribed by CEO. 	INR 30,000/-	
5	Accounts Executive	11 Months (which can be			1	1	<ul style="list-style-type: none"> • Education Qualification: B.Com graduate • Experience: Minimum 3 years' of relevant experience. • Preference will be given to M.com candidates. 	<ul style="list-style-type: none"> • Assist Chief Financial Officer in all department activities • Maintain financial statements (Balance sheet and income statement) and update on periodic basis 	INR 18,000/-	

		extended Subject to yearly review as per HR Policy						<ul style="list-style-type: none"> • Proficiency in relevant tools and software like Tally / ERP • Typing in English & Marathi • Additional Requirement: Good Communication Skills in English and Marathi 		
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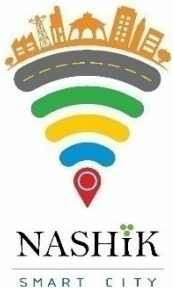
Terms and Conditions: -

1. Completed application should be submitted in prescribed format on/before 04/04/2020 during working hours before 5.00 pm along with copies of relevant educational qualification documents/mark-sheets and experience certificates at the following address :-

Nashik Municipal Smart City Development Corporation Ltd.

Office: Loknete Panditrao Khaire Panchavati Divisional Office,
4th Floor, Makhamalabad Naka, Panchavati, Nashik – 422003.

2. Only shortlisted candidates will be called for interview.
3. No TA, DA shall be paid to attend the interview.
4. If an applicant fulfils the prescribed qualification and experience requirement, it does not guarantee appointment of such applicant, Moreover, during selection process or after appointment, if any wrong statement/ misbehavior is identified, or found involved in influencing the selection process, then the applicant will be disqualified/terminated immediately without any notice.
5. Incomplete applications in any form will be rejected
6. All rights regarding no. of positions and selection process are reserved with CEO, NMSCDCL.



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E-mail: admin@nashiksmartcity.in, Tel: 0253-2518833

Application form

To,
Chief Executive Officer
Nashik Municipal Smart City Development Corporation Ltd.
Loknete Panditrao Khaire Panchavati Divisional Office,
4th Floor, Makhmalabad Naka, Panchavati,
Nashik – 422003.

PHOTO

1.	Name of post applied				
2.	Name				
		(Surname)	(Name)	(Father)	
3.	Postal Address				
4.	E-mail I.D.				
5.	Contact No./ Mob.No.				
6.	Date of Birth (DD/MM/YYYY)		Nationality		
7.	Category	<input type="checkbox"/> S.C. <input type="checkbox"/> S.T. <input type="checkbox"/> S.E.B.C. <input type="checkbox"/> Open <input type="checkbox"/> Other.....			
8.	Education qualification	Degrees	Name of University / Institution	Percentage	Year of passing
9.	Other Qualification	Shorthand (WPM)	Typing (WPM)	MS-CIT	
		English- Marathi-	English- Marathi-	YES / NO	
10.	Languages Known		Speaking	Reading	Writing

11.	Employment Record (Add all employment records in similar format)				
	Employer	From	To	Designation	Job Profile
	1				
	2				
	3				
	4				
5					
12.	Years of Experience :			In Private Sector:	
				In Govt.:	
13.	Experience of writing, editing, proof reading & in publication. (Applicable to PRO post only.)				
14.	Whether convicted for imprisonment for any criminal / Civil court of law (if yes, give details.				
15.	Whether proceeding pending / likely to be held in any of departmental enquiry, in case of Govt./ Semi. Govt. services. If yes, give details.				
16.	Certification:				
	I, the undersigned, certify that to the best of my knowledge and belief, this application form correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.				
	Date:				
Applicant's Sign :-					